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Employee Profile



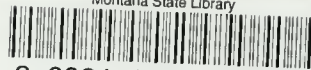
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INTRODUCTION

The Department of Administration, pursuant to 2-18-102, MCA, is charged in part with:

encouraging and exercising leadership in the development of effective personnel administration within the several agencies in the State and making available the facilities of the department to this end, and

fostering and developing programs for recruitment and selection of capable persons for permanent, seasonal, temporary, and other types of positions and for the improvement of employee effectiveness.

The Department Administration, pursuant to 2-18-201 and 2-18-301, MCA, is also charged in part with:

developing a personnel classification plan for state positions and classes of positions in state service, and

administering the pay program established by the legislature with the purpose and intent of the program being to provide the market-based compensation necessary to attract and retain competent and qualified employees in order to perform the services the state is required to provide to its citizens.

As administrator of these programs, the Department of Administration receives numerous requests from a variety of sources for information concerning our workforce. The Employee Profile has been produced to provide a common reference for answering the most frequently asked questions about state employees. The profile also serves to report to the Governor on the status of the Equal Employment Opportunity (EEO) program, required by Executive Order 24-81.

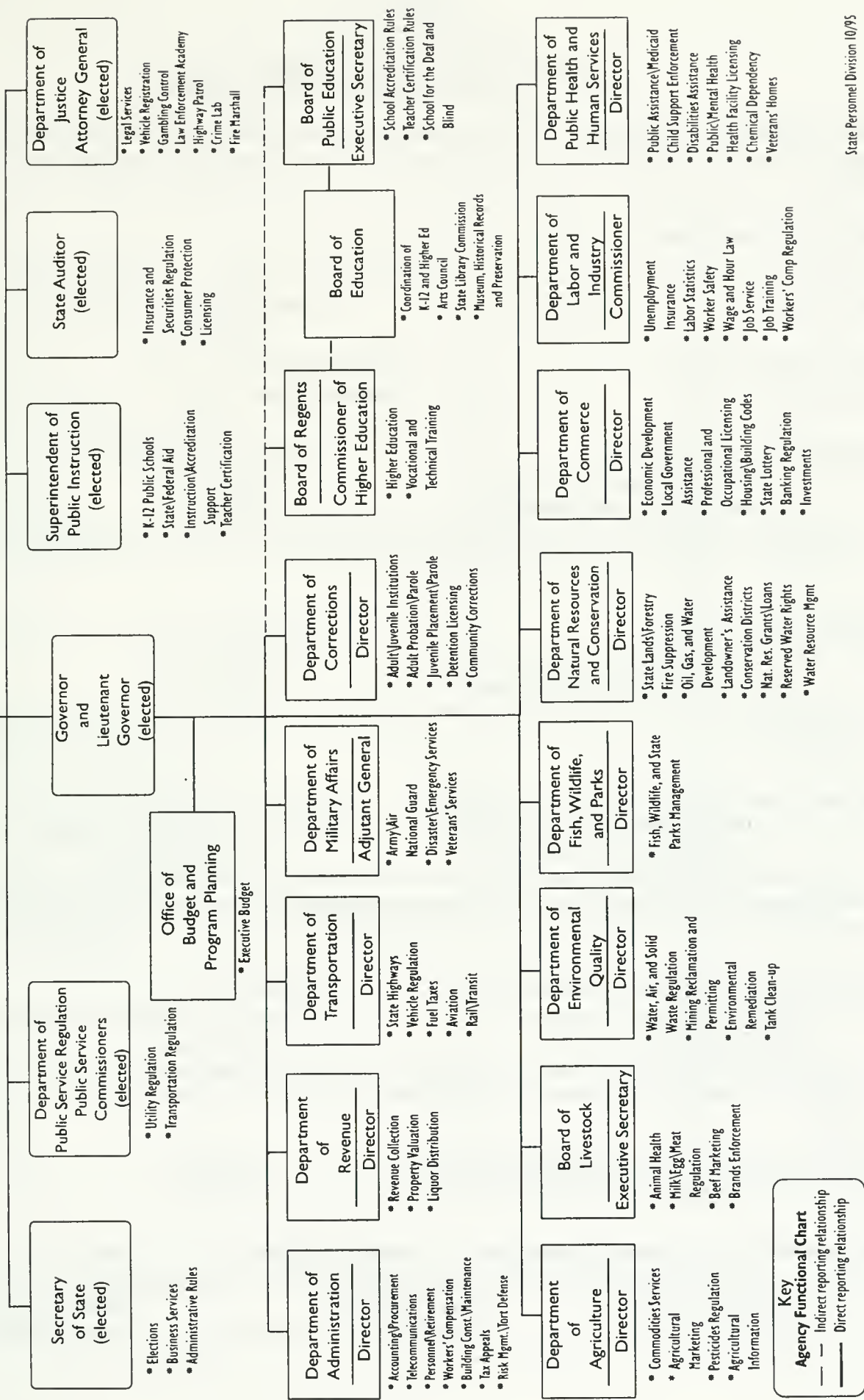
Chapter I contains general statistical information about state employees, such as number of employees by agency, full-time versus part-time employees, number of employees by county, employee leave information, and EEO status (race, sex, disability and age) by agency.

Chapter II contains information on the Equal Employment Opportunity and Classification and Pay Programs and includes information on employee pay by pay plan and EEO category.

For further information on these topics, contact the State Personnel Division at 444-3871.

Montana Executive Branch

Electorate



CHAPTER I

OVERVIEW OF STATE EMPLOYEES

State employees, for the purpose of this overview, means all employees in the executive, judicial and legislative branches of government, except university system employees, state elected officials and legislators.

Total number employees - 11,273

permanent - 11,023 temporary - 250 male employees - 5,853 female employees - 5,420

Average age - 42

for men - 42

for women - 42

Minority Employees - 379

Disabled Employees - 345

Other Minorities - 152

American Indian - 227

Total Vacation Leave Accrued -

1,715,318.75 hours

Average balance per employee -

152.16 hours

Average taken per employee -

119.38 hours

For example, the amount of vacation leave credits available to a full-time employee who has worked for the state 10 years or less would be 15 working days per year.

Total Sick Leave Accrued -

3,545,942.54 hours

Average balance per employee -

314.55 hours

Average taken per employee -

64.42 hours

For example, the amount of sick leave credits available to a full-time employee would be 12 working days per year.

Total Non-Exempt Compensatory Time Accrued -

121,748.50 hours

Average balance per employee -

35.85 hours (3,396 employees with a balance)

Average taken per employee -

55.74 hours

Non-Exempt Compensatory Time means time accrued at a rate of one and one-half hours for each hour of employment for which overtime compensations is required. Accrued time may be taken as approved paid time off at a later date or cashed out in accordance with state policy and federal requirements.

Total Exempt Compensatory Time Accrued -

124,462.40 hours

Average balance per employee -

81.03 hours (1,536 employees with a balance)

Average taken per employee -

99.08 hours

Exempt Compensatory Time means time accrued on an hour-for-hour basis for time in a pay status in excess of 40 hours in a workweek. Accrued time may be taken as approved paid time off at a later date.

Average Length of Service in State Government -

8.97 years

Average in current position -

3.57 years

Average Salary for Permanent Employees-

Hourly - \$13.07

Annual - \$27,187

These are weighted averages using all pay plans (see Table B page 17).

Average salary for women -

Hourly - \$11.78

Annual - \$24,508

Average salary for men -

Hourly - \$14.27

Annual - \$29,695

STATE OF MONTANA
NUMBER OF EMPLOYEES BY AGENCY
January 02, 1997

Agency	Number of Employees		
	Total*	Permanent**	Temporary***
ADMINISTRATION	380	374	6
AGRICULTURE	86	86	0
BOARD OF PUBLIC EDUCATION	4	4	0
COMMERCE	311	310	1
COMMISSIONER OF HIGHER EDUCATION	80	76	4
COMMISSIONER OF POLITICAL PRACTICES	5	5	0
CONSUMER COUNSEL	5	5	0
CORRECTIONS	268	256	12
MONTANA STATE PRISON	483	481	2
SWAN RIVER CORRECTIONAL CENTER	25	25	0
MONTANA YOUTH ALTERNATIVES	33	33	0
PINE HILLS SCHOOL	120	120	0
BOARD OF PARDONS	5	5	0
ENVIRONMENTAL QUALITY	326	324	2
FISH WILDLIFE & PARKS	622	539	83
GOVERNOR'S OFFICE	51	51	0
JUSTICE	698	690	8
LABOR & INDUSTRY	665	636	29
LEGISLATIVE COUNCIL	144	134	10
LIVESTOCK	132	132	0
MILITARY AFFAIRS	113	97	16
MONTANA ARTS COUNCIL	4	4	0
MONTANA HISTORICAL SOCIETY	62	59	3
NATURAL RESOURCES & CONSERVATION	458	454	4
OFFICE OF PUBLIC INSTRUCTION	134	131	3
PUBLIC HEALTH & HUMAN SERVICES	1,665	1,664	1
MONTANA DEVELOPMENTAL CENTER	333	333	0
MT. MENTAL HEALTH NURSING CARE	148	148	0
EASTMONT TRAINING CENTER	130	130	0
MONTANA VETERANS HOME	112	112	0
MONTANA STATE HOSPITAL	498	498	0
PUBLIC SERVICE COMMISSION	34	34	0
REVENUE	615	613	2
SCHOOL FOR THE DEAF & BLIND	116	116	0
SECRETARY OF STATE	42	42	0
STATE AUDITOR	58	58	0
STATE FUND	220	217	3
STATE LIBRARY	43	39	4
SUPREME COURT	66	66	0
TRANSPORTATION	1,979	1,922	57
STATE TOTALS:	11,273	11,023	250

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 2

STATE OF MONTANA
 NUMBER OF EMPLOYEES AND FULL-TIME EQUIVALENT BY AGENCY
 January 02, 1997

Agency	Number of Employees*	FTE Employee
ADMINISTRATION	380	358.80
AGRICULTURE	86	80.81
BOARD OF PUBLIC EDUCATION	4	4.00
COMMERCE	311	307.30
COMMISSIONER OF HIGHER EDUCATION	80	72.21
COMMISSIONER OF POLITICAL PRACTICES	5	5.00
CONSUMER COUNSEL	5	5.00
CORRECTIONS	268	260.70
MONTANA STATE PRISON	483	476.00
SWAN RIVER CORRECTIONAL CENTER	25	24.50
MONTANA YOUTH ALTERNATIVES	33	31.20
PINE HILLS SCHOOL	120	120.00
BOARD OF PARDONS	5	5.00
ENVIRONMENTAL QUALITY	326	317.70
FISH WILDLIFE & PARKS	622	431.50
GOVERNOR'S OFFICE	51	48.00
JUSTICE	698	689.50
LABOR & INDUSTRY	665	653.10
LEGISLATIVE COUNCIL	144	136.80
LIVESTOCK	132	123.80
MILITARY AFFAIRS	113	110.80
MONTANA ARTS COUNCIL	4	4.00
MONTANA HISTORICAL SOCIETY	62	52.01
NATURAL RESOURCES & CONSERVATION	458	412.50
OFFICE OF PUBLIC INSTRUCTION	134	109.10
PUBLIC HEALTH & HUMAN SERVICES	1,665	1,596.00
MONTANA DEVELOPMENTAL CENTER	333	328.50
MT. MENTAL HEALTH NURSING CARE	148	121.30
EASTMONT TRAINING CENTER	130	111.90
MONTANA VETERANS HOME	112	83.86
MONTANA STATE HOSPITAL	498	490.80
PUBLIC SERVICE COMMISSION	34	32.60
REVENUE	615	611.30
SCHOOL FOR THE DEAF & BLIND	116	103.30
SECRETARY OF STATE	42	38.88
STATE AUDITOR	58	54.50
STATE FUND	220	216.60
STATE LIBRARY	43	37.01
SUPREME COURT	66	55.90
TRANSPORTATION	1,979	1,976.00
STATE TOTALS:	11,273	10,697.78

*Includes data from all state employees except University Systems employees, Vo-Tech employees, State Elected Officials, and Legislators.

TABLE 3
STATE OF MONTANA
NUMBER OF EMPLOYEES BY COUNTY
January 02, 1997

County	Number of Employees*	Permanent**	Temporary***
BEAVERHEAD	67	63	4
BIG HORN	48	46	2
BLAINE	26	25	1
BROADWATER	13	13	0
CARBON	29	25	4
CARTER	3	3	0
CASCADE	560	542	18
CHOUTEAU	25	25	0
CUSTER	277	273	4
DANIELS	9	9	0
DAWSON	241	239	2
DEER LODGE	537	535	2
FALLON	14	13	1
FERGUS	260	254	6
FLATHEAD	489	472	17
GALLATIN	344	327	17
GARFIELD	10	10	0
GLACIER	51	51	0
GOLDEN VALLEY	5	5	0
GRANITE	13	13	0
HILL	91	88	3
JEFFERSON	374	374	0
JUDITH BASIN	13	12	1
LAKE	112	109	3
LEWIS & CLARK	4,777	4,656	121
LIBERTY	4	4	0
LINCOLN	92	89	3
MADISON	16	15	1
MCCONE	17	16	1
MEAGHER	14	13	1
MINERAL	42	42	0
MISSOULA	579	574	5
MUSSELSHELL	18	18	0
PARK	43	42	1
PETROLEUM	1	1	0
PHILLIPS	20	20	0
PONDERA	31	31	0
POWDER RIVER	19	19	0
POWELL	612	609	3
PRAIRIE	8	8	0
RAVALLI	70	70	0
RICHLAND	38	38	0
ROOSEVELT	68	66	2
ROSEBUD	34	34	0
SANDERS	43	43	0
SHERIDAN	16	16	0
SILVER BOW	279	272	7
STILLWATER	20	18	2
SWEET GRASS	15	15	0
TETON	23	21	2
TOOLE	50	50	0
TREASURE	7	7	0
VALLEY	83	81	2
WHEATLAND	11	11	0
WIBAUX	6	6	0
YELLOWSTONE	603	589	14
COUNTY NOT INPUT	3	3	0
STATE TOTALS:	11,273	11,023	250

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.
** Includes Full-Time and Part-Time Positions.
***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
MALE AND FEMALE EMPLOYEES BY AGENCY
January 02, 1997

Agency	Employees*			Permanent**		Temporary***	
	Total	Male	Female	Male	Female	Male	Female
ADMINISTRATION	380	194	186	190	184	4	2
AGRICULTURE	86	41	45	41	45	0	0
BOARD OF PUBLIC EDUCATION	4	2	2	2	2	0	0
COMMERCE	311	163	148	163	147	0	1
COMMISSIONER OF HIGHER EDUCATION	80	17	63	16	60	1	3
COMMISSIONER OF POLITICAL PRACTICES	5	1	4	1	4	0	0
CONSUMER COUNSEL	5	3	2	3	2	0	0
CORRECTIONS	268	145	123	140	116	5	7
MONTANA STATE PRISON	483	389	94	387	94	2	0
SWAN RIVER CORRECTIONAL CENTER	25	21	4	21	4	0	0
MONTANA YOUTH ALTERNATIVES	33	16	17	16	17	0	0
PINE HILLS SCHOOL	120	85	35	85	35	0	0
BOARD OF PARDONS	5	3	2	3	2	0	0
ENVIRONMENTAL QUALITY	326	188	138	187	137	1	1
FISH WILDLIFE & PARKS	622	479	143	413	126	66	17
GOVERNOR'S OFFICE	51	18	33	18	33	0	0
JUSTICE	698	372	326	371	319	1	7
LABOR & INDUSTRY	665	268	397	257	379	11	18
LEGISLATIVE COUNCIL	144	61	83	59	75	2	8
LIVESTOCK	132	82	50	82	50	0	0
MILITARY AFFAIRS	113	91	22	75	22	16	0
MONTANA ARTS COUNCIL	4	0	4	0	4	0	0
MONTANA HISTORICAL SOCIETY	62	25	37	24	35	1	2
NATURAL RESOURCES & CONSERVATION	458	321	137	318	136	3	1
OFFICE OF PUBLIC INSTRUCTION	134	36	98	36	95	0	3
PUBLIC HEALTH & HUMAN SERVICES	1,665	335	1,330	335	1,329	0	1
MONTANA DEVELOPMENTAL CENTER	333	159	174	159	174	0	0
MT. MENTAL HEALTH NURSING CARE	148	35	113	35	113	0	0
EASTMONT TRAINING CENTER	130	21	109	21	109	0	0
MONTANA VETERANS HOME	112	12	100	12	100	0	0
MONTANA STATE HOSPITAL	498	209	289	209	289	0	0
PUBLIC SERVICE COMMISSION	34	16	18	16	18	0	0
REVENUE	615	226	389	225	388	1	1
SCHOOL FOR THE DEAF & BLIND	116	25	91	25	91	0	0
SECRETARY OF STATE	42	14	28	14	28	0	0
STATE AUDITOR	58	24	34	24	34	0	0
STATE FUND	220	78	142	76	141	2	1
STATE LIBRARY	43	13	30	11	28	2	2
SUPREME COURT	66	18	48	18	48	0	0
TRANSPORTATION	1,979	1,647	332	1,607	315	40	17
STATE TOTALS:	11,273	5,853	5,420	5,695	5,328	158	92

* Includes data from all state employees except University Systems employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
MINORITY EMPLOYEES BY AGENCY
January 02, 1997

Agency	Employees*			Permanent**		Temporary***	
	Total	American Indian	Other Minorities	American Indian	Other Minorities	American Indian	Other Minorities
ADMINISTRATION	380	4	4	4	4	0	0
AGRICULTURE	86	2	0	2	0	0	0
BOARD OF PUBLIC EDUCATION	4	0	0	0	0	0	0
COMMERCE	311	2	2	2	2	0	0
COMMISSIONER OF HIGHER EDUCATION	80	15	1	15	1	0	0
COMMISSIONER OF POLITICAL	5	0	0	0	0	0	0
CONSUMER COUNSEL	5	0	0	0	0	0	0
CORRECTIONS	268	2	10	1	8	1	2
MONTANA STATE PRISON	483	6	14	6	14	0	0
SWAN RIVER CORRECTIONAL CENTER	25	0	1	0	1	0	0
MONTANA YOUTH ALTERNATIVES	33	0	3	0	3	0	0
PINE HILLS SCHOOL	120	2	1	2	1	0	0
BOARD OF PARDONS	5	0	0	0	0	0	0
ENVIRONMENTAL QUALITY	326	1	6	1	6	0	0
FISH WILDLIFE & PARKS	622	2	5	2	5	0	0
GOVERNOR'S OFFICE	51	3	0	3	0	0	0
JUSTICE	698	9	9	9	9	0	0
LABOR & INDUSTRY	665	14	9	14	9	0	0
LEGISLATIVE COUNCIL	144	0	1	0	1	0	0
LIVESTOCK	132	0	0	0	0	0	0
MILITARY AFFAIRS	113	0	0	0	0	0	0
MONTANA ARTS COUNCIL	4	0	0	0	0	0	0
MONTANA HISTORICAL SOCIETY	62	0	0	0	0	0	0
NATURAL RESOURCES & CONSERVATION	458	8	7	7	7	1	0
OFFICE OF PUBLIC INSTRUCTION	134	2	4	2	4	0	0
PUBLIC HEALTH & HUMAN SERVICES	1,665	35	23	35	23	0	0
MONTANA DEVELOPMENTAL CENTER	333	7	10	7	10	0	0
MT. MENTAL HEALTH NURSING CARE	148	2	0	2	0	0	0
EASTMONT TRAINING CENTER	130	2	0	2	0	0	0
MONTANA VETERANS HOME	112	2	4	2	4	0	0
MONTANA STATE HOSPITAL	498	20	10	20	10	0	0
PUBLIC SERVICE COMMISSION	34	0	0	0	0	0	0
REVENUE	615	7	3	7	3	0	0
SCHOOL FOR THE DEAF & BLIND	116	0	4	0	4	0	0
SECRETARY OF STATE	42	0	0	0	0	0	0
STATE AUDITOR	58	2	0	2	0	0	0
STATE FUND	220	2	4	2	3	0	1
STATE LIBRARY	43	0	1	0	1	0	0
SUPREME COURT	66	0	0	0	0	0	0
TRANSPORTATION	1,979	76	16	76	15	0	1
STATE TOTALS:	11,273	227	152	225	148	2	4

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
DISABLED EMPLOYEES BY AGENCY

January 02, 1997

Agency	Number of Employees*	Employees with Disabilities		
		Total	Permanent**	Temporary***
ADMINISTRATION	380	11	11	0
AGRICULTURE	86	2	2	0
BOARD OF PUBLIC EDUCATION	4	0	0	0
COMMERCE	311	20	20	0
COMMISSIONER OF HIGHER EDUCATION	80	0	0	0
COMMISSIONER OF POLITICAL PRACTICES	5	1	1	0
CONSUMER COUNSEL	5	0	0	0
CORRECTIONS	268	11	11	0
MONTANA STATE PRISON	483	18	17	1
SWAN RIVER CORRECTIONAL CENTER	25	2	2	0
MONTANA YOUTH ALTERNATIVES	33	0	0	0
PINE HILLS SCHOOL	120	1	1	0
BOARD OF PARDONS	5	0	0	0
ENVIRONMENTAL QUALITY	326	8	8	0
FISH WILDLIFE & PARKS	622	10	10	0
GOVERNOR'S OFFICE	51	0	0	0
JUSTICE	698	18	18	0
LABOR & INDUSTRY	665	38	37	1
LEGISLATIVE COUNCIL	144	0	0	0
LIVESTOCK	132	0	0	0
MILITARY AFFAIRS	113	11	11	0
MONTANA ARTS COUNCIL	4	0	0	0
MONTANA HISTORICAL SOCIETY	62	0	0	0
NATURAL RESOURCES & CONSERVATION	458	15	14	1
OFFICE OF PUBLIC INSTRUCTION	134	4	4	0
PUBLIC HEALTH & HUMAN SERVICES	1,665	58	58	0
MONTANA DEVELOPMENTAL CENTER	333	6	6	0
MT. MENTAL HEALTH NURSING CARE	148	6	6	0
EASTMONT TRAINING CENTER	130	0	0	0
MONTANA VETERANS HOME	112	1	1	0
MONTANA STATE HOSPITAL	498	13	13	0
PUBLIC SERVICE COMMISSION	34	0	0	0
REVENUE	615	14	14	0
SCHOOL FOR THE DEAF & BLIND	116	13	13	0
SECRETARY OF STATE	42	2	2	0
STATE AUDITOR	58	0	0	0
STATE FUND	220	8	8	0
STATE LIBRARY	43	0	0	0
SUPREME COURT	66	0	0	0
TRANSPORTATION	1,979	54	53	1
STATE TOTALS:	11,273	345	341	4

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
AVERAGE AGE OF MALE/FEMALE
EMPLOYEES BY AGENCY
January 02, 1997

Agency	Employees* Average Age	Permanent** Average Age	Temporary*** Average Age	Male Average Age	Female Average Age
ADMINISTRATION	42	42	36	42	42
AGRICULTURE	43	43	0	46	41
BOARD OF PUBLIC EDUCATION	43	43	0	46	39
COMMERCE	44	44	62	45	42
COMMISSIONER OF HIGHER EDUCATION	40	40	38	45	39
COMMISSIONER OF POLITICAL PRACTICES	44	44	0	62	40
CONSUMER COUNSEL	47	47	0	44	52
CORRECTIONS	41	42	36	43	39
MONTANA STATE PRISON	41	41	34	41	41
SWAN RIVER CORRECTIONAL CENTER	41	41	0	40	48
MONTANA YOUTH ALTERNATIVES	39	39	0	38	39
PINE HILLS SCHOOL	43	43	0	43	42
BOARD OF PARDONS	39	39	0	44	31
ENVIRONMENTAL QUALITY	42	42	38	42	41
FISH WILDLIFE & PARKS	40	42	31	40	42
GOVERNOR'S OFFICE	44	44	0	46	43
JUSTICE	41	41	41	40	42
LABOR & INDUSTRY	44	44	41	47	42
LEGISLATIVE COUNCIL	40	40	39	40	40
LIVESTOCK	43	43	0	43	43
MILITARY AFFAIRS	39	44	10	38	43
MONTANA ARTS COUNCIL	46	46	0	0	46
MONTANA HISTORICAL SOCIETY	44	44	40	46	43
NATURAL RESOURCES & CONSERVATION	42	42	54	42	43
OFFICE OF PUBLIC INSTRUCTION	46	46	42	47	46
PUBLIC HEALTH & HUMAN SERVICES	43	43	34	45	42
MONTANA DEVELOPMENTAL CENTER	41	41	0	42	40
MT. MENTAL HEALTH NURSING CARE	42	42	0	41	42
EASTMONT TRAINING CENTER	40	40	0	38	41
MONTANA VETERANS HOME	44	44	0	47	44
MONTANA STATE HOSPITAL	45	45	0	46	44
PUBLIC SERVICE COMMISSION	43	43	0	43	42
REVENUE	43	43	40	43	43
SCHOOL FOR THE DEAF & BLIND	41	41	0	41	41
SECRETARY OF STATE	38	38	0	42	37
STATE AUDITOR	42	42	0	44	41
STATE FUND	40	40	38	41	40
STATE LIBRARY	42	42	39	39	42
SUPREME COURT	40	40	0	37	41
TRANSPORTATION	42	42	36	42	40
STATE TOTALS	42	42	34	43	42

* Includes data from all state employees except University System employees, Vo-Tech Employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
VACATION LEAVE FOR EMPLOYEES BY AGENCY

January 02, 1997

Agency	Number of Employees*	Vacation Leave Accumulated		Vacation Leave Taken**	
		Total Accumulated	Average Per Employee	Total Taken	Average Per Employee
ADMINISTRATION	380	57,451.56	151.19	47,927.30	126.12
AGRICULTURE	86	19,009.50	221.04	10,274.50	119.47
BOARD OF PUBLIC EDUCATION	4	653.24	163.31	523.00	130.75
COMMERCE	311	52,899.93	170.10	37,731.50	121.32
COMMISSIONER OF HIGHER EDUCATION	80	8,026.45	100.33	8,559.90	107.00
COMMISSIONER OF POLITICAL PRACTICES	5	854.02	170.80	564.80	112.96
CONSUMER COUNSEL	5	1,124.46	224.89	660.50	132.10
CORRECTIONS	268	45,342.23	169.19	30,012.80	111.99
MONTANA STATE PRISON	483	52,548.01	108.80	61,019.20	126.33
SWAN RIVER CORRECTIONAL CENTER	25	3,650.60	146.02	2,647.80	105.91
MONTANA YOUTH ALTERNATIVES	33	3,703.15	112.22	2,899.30	87.86
PINE HILLS SCHOOL	120	16,233.11	135.28	13,674.10	113.95
BOARD OF PARDONS	5	1,210.14	242.03	775.00	155.00
ENVIRONMENTAL QUALITY	326	45,011.11	138.07	38,348.50	117.63
FISH WILDLIFE & PARKS	622	146,151.77	234.97	68,109.90	109.50
GOVERNOR'S OFFICE	51	10,740.23	210.59	5,332.20	104.55
JUSTICE	698	125,837.87	180.28	83,063.10	119.00
LABOR & INDUSTRY	665	101,403.66	152.49	83,403.00	125.42
LEGISLATIVE COUNCIL	144	15,614.36	108.43	15,188.70	105.48
LIVESTOCK	132	23,961.75	181.53	14,681.90	111.23
MILITARY AFFAIRS	113	16,201.12	143.37	12,494.60	110.57
MONTANA ARTS COUNCIL	4	931.68	232.92	242.80	60.70
MONTANA HISTORICAL SOCIETY	62	7,067.05	113.98	6,139.90	99.03
NATURAL RESOURCES & CONSERVATION	458	75,557.85	164.97	57,097.50	124.67
OFFICE OF PUBLIC INSTRUCTION	134	22,987.41	171.55	16,625.20	124.07
PUBLIC HEALTH & HUMAN SERVICES	1,665	252,073.10	151.40	192,727.50	115.75
MONTANA DEVELOPMENTAL CENTER	333	28,956.35	86.96	40,072.50	120.34
MT. MENTAL HEALTH NURSING CARE	148	15,420.06	104.19	12,402.50	83.80
EASTMONT TRAINING CENTER	130	10,449.33	80.38	13,217.50	101.67
MONTANA VETERANS HOME	112	9,254.98	82.63	9,532.40	85.11
MONTANA STATE HOSPITAL	498	63,752.79	128.02	74,082.80	148.76
PUBLIC SERVICE COMMISSION	34	7,208.97	212.03	4,460.00	131.18
REVENUE	615	85,675.02	139.31	79,717.60	129.62
SCHOOL FOR THE DEAF & BLIND	116	4,295.97	37.03	4,522.10	38.98
SECRETARY OF STATE	42	5,864.40	139.63	4,762.20	113.39
STATE AUDITOR	58	7,316.35	126.14	6,368.80	109.81
STATE FUND	220	29,413.60	133.70	22,976.00	104.44
STATE LIBRARY	43	3,558.81	82.76	5,123.00	119.14
SUPREME COURT	66	6,174.08	93.55	6,766.60	102.52
TRANSPORTATION	1,979	331,732.68	167.63	251,034.50	126.85
STATE TOTALS:	11,273	1,715,318.75	152.16	1,345,763.00	119.38

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

**Leave taken for calendar year.

STATE OF MONTANA
SICK LEAVE FOR EMPLOYEES BY AGENCY
January 02, 1997

Agency	Number of Employees	Sick Leave Accumulated		Sick Leave Taken**	
		Total Accumulated	Average Per Employee	Total Taken	Average Per Employee
ADMINISTRATION	380	112,646.83	296.44	24,212.00	63.72
AGRICULTURE	86	40,233.72	467.83	4,706.50	54.73
BOARD OF PUBLIC EDUCATION	4	781.36	195.34	301.40	75.35
COMMERCE	311	96,730.42	311.03	19,117.00	61.47
COMMISSIONER OF HIGHER EDUCATION	80	12,989.33	162.37	5,559.60	69.50
COMMISSIONER OF POLITICAL PRACTICES	5	822.40	164.48	233.70	46.74
CONSUMER COUNSEL	5	2,382.34	476.47	241.00	48.20
CORRECTIONS	268	88,104.40	328.75	13,318.30	49.70
MONTANA STATE PRISON	483	107,846.70	223.29	35,244.40	72.97
SWAN RIVER CORRECTIONAL CENTER	25	8,218.06	328.72	1,131.00	45.24
MONTANA YOUTH ALTERNATIVES	33	5,764.18	174.67	1,755.30	53.19
PINE HILLS SCHOOL	120	32,944.03	274.53	8,578.70	71.49
BOARD OF PARDONS	5	5,074.07	1,014.81	122.00	24.40
ENVIRONMENTAL QUALITY	326	93,113.56	285.62	24,194.00	74.21
FISH WILDLIFE & PARKS	622	427,137.75	686.72	18,680.00	30.03
GOVERNOR'S OFFICE	51	21,574.65	423.03	2,205.10	43.24
JUSTICE	698	268,382.45	384.50	41,159.50	58.97
LABOR & INDUSTRY	665	224,810.39	338.06	45,438.30	68.33
LEGISLATIVE COUNCIL	144	36,507.75	253.53	7,808.40	54.23
LIVESTOCK	132	69,025.90	522.92	6,365.30	48.22
MILITARY AFFAIRS	113	38,374.77	339.60	6,448.70	57.07
MONTANA ARTS COUNCIL	4	727.84	181.96	145.00	36.25
MONTANA HISTORICAL SOCIETY	62	13,789.31	222.41	3,408.00	54.97
NATURAL RESOURCES & CONSERVATION	458	193,347.86	422.16	26,414.00	57.67
OFFICE OF PUBLIC INSTRUCTION	134	43,945.66	327.95	8,042.00	60.01
PUBLIC HEALTH & HUMAN SERVICES	1,665	433,594.23	260.42	112,848.60	67.78
MONTANA DEVELOPMENTAL CENTER	333	47,230.61	141.83	26,048.70	78.22
MT. MENTAL HEALTH NURSING CARE	148	21,771.15	147.10	8,386.00	56.66
EASTMONT TRAINING CENTER	130	19,261.84	148.17	9,063.50	69.72
MONTANA VETERANS HOME	112	14,708.47	131.33	6,604.80	58.97
MONTANA STATE HOSPITAL	498	100,748.32	202.31	44,187.30	88.73
PUBLIC SERVICE COMMISSION	34	14,622.67	430.08	2,273.50	66.87
REVENUE	615	144,814.02	235.47	46,530.50	75.66
SCHOOL FOR THE DEAF & BLIND	116	38,723.57	333.82	4,078.50	35.16
SECRETARY OF STATE	42	7,246.42	172.53	2,721.50	64.80
STATE AUDITOR	58	12,381.29	213.47	3,047.50	52.54
STATE FUND	220	40,016.53	181.89	14,886.00	67.66
STATE LIBRARY	43	5,647.10	131.33	3,190.00	74.19
SUPREME COURT	66	9,512.48	144.13	4,111.00	62.29
TRANSPORTATION	1,979	690,388.11	348.86	133,455.50	67.44
STATE TOTALS:	11,273	3,545,942.54	314.55	726,262.10	64.42

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

**Leave taken for calendar year.

STATE OF MONTANA
COMPENSATORY TIME FOR NON-EXEMPT EMPLOYEES
BY AGENCY
January 02, 1997

Agency	Number of Employees*		Compensatory Time Accumulated		Compensatory Time Taken	
	who are Non-Exempt	with Comp. Time	Total	Average	Total Taken	Average Per Employee
ADMINISTRATION	266	121	2,572.50	21.26	4,837.20	39.98
AGRICULTURE	74	54	1,051.20	19.47	3,871.00	71.69
BOARD OF PUBLIC EDUCATION	3	3	46.20	15.40	303.50	101.17
COMMERCE	259	160	4,379.90	27.37	11,171.40	69.82
COMMISSIONER OF HIGHER EDUCATION	68	44	1,725.20	39.21	1,180.50	26.83
COMMISSIONER OF POLITICAL PRACTICES	4	4	296.50	74.13	622.50	155.63
CORRECTIONS	240	93	1,543.50	16.60	7,790.90	83.77
MONTANA STATE PRISON	430	12	301.40	25.12	1,253.00	104.42
SWAN RIVER CORRECTIONAL CENTER	22	4	66.20	16.55	258.00	64.50
MONTANA YOUTH ALTERNATIVES	30	9	112.00	12.44	616.80	68.53
PINE HILLS SCHOOL	115	20	254.70	12.74	2,111.80	105.59
BOARD OF PARDONS	4	0	0.00	0.00	0.00	0.00
ENVIRONMENTAL QUALITY	202	130	2,141.30	16.47	9,357.10	71.98
FISH WILDLIFE & PARKS	379	266	20,976.50	78.86	27,383.40	102.95
GOVERNOR'S OFFICE	17	9	367.80	40.87	409.50	45.50
JUSTICE	602	258	10,098.90	39.14	12,310.80	47.72
LABOR & INDUSTRY	621	144	2,128.20	14.78	5,713.40	39.68
LEGISLATIVE COUNCIL	5	0	0.00	0.00	0.00	0.00
LIVESTOCK	111	56	5,202.80	92.91	2,485.00	44.38
MILITARY AFFAIRS	103	39	1,638.00	42.00	4,089.40	104.86
MONTANA ARTS COUNCIL	1	1	35.30	35.30	42.10	42.10
MONTANA HISTORICAL SOCIETY	49	29	773.70	26.68	1,116.10	38.49
NATURAL RESOURCES & CONSERVATION	188	0	0.00	0.00	110.80	0.00
OFFICE OF PUBLIC INSTRUCTION	74	51	1,610.30	31.57	3,557.20	69.75
PUBLIC HEALTH & HUMAN SERVICES	1,560	824	26,157.40	31.74	43,957.80	53.35
MONTANA DEVELOPMENTAL CENTER	2	2	36.00	18.00	86.00	43.00
MT. MENTAL HEALTH NURSING CARE	126	5	54.40	10.88	492.40	98.48
EASTMONT TRAINING CENTER	14	10	111.00	11.10	140.90	14.09
MONTANA VETERANS HOME	97	2	8.50	4.25	186.60	93.30
MONTANA STATE HOSPITAL	433	7	22.00	3.14	69.80	9.97
PUBLIC SERVICE COMMISSION	14	11	211.10	19.19	128.40	11.67
REVENUE	582	224	3,500.20	15.63	6,218.90	27.76
SCHOOL FOR THE DEAF & BLIND	71	7	18.50	2.64	144.40	20.63
SECRETARY OF STATE	32	18	222.60	12.37	542.00	30.11
STATE AUDITOR	32	8	129.50	16.19	170.90	21.36
STATE FUND	184	65	1,061.20	16.33	2,055.60	31.62
STATE LIBRARY	37	22	120.10	5.46	924.50	42.02
SUPREME COURT	34	8	57.20	7.15	684.90	85.61
TRANSPORTATION	1,884	676	32,716.70	48.40	32,885.20	48.65
STATE TOTALS:	8,969	3,396	121,748.50	35.85	189,279.70	55.74

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

**Leave taken for calendar year.

STATE OF MONTANA
COMPENSATORY TIME FOR EXEMPT EMPLOYEES
BY AGENCY
January 02, 1997

Agency	Number of Employees*		Compensatory Time Accumulated		Compensatory Time Taken	
	who are Exempt	with Comp. Time	Total	Average	Total Taken	Average Per Employee
ADMINISTRATION	114	84	4,811.20	57.28	5,147.50	61.28
AGRICULTURE	12	12	2,114.80	176.23	1,641.50	136.79
BOARD OF PUBLIC EDUCATION	1	1	4.50	4.50	184.70	184.70
COMMERCE	52	43	2,743.20	63.80	5,836.00	135.72
COMMISSIONER OF HIGHER EDUCATION	12	11	1,309.30	119.03	936.50	85.14
COMMISSIONER OF POLITICAL PRACTICES	1	1	93.00	93.00	96.20	96.20
CONSUMER COUNSEL	5	5	103.00	20.60	806.50	161.30
CORRECTIONS	28	24	2,856.90	119.04	2,682.60	111.78
MONTANA STATE PRISON	53	41	2,988.50	72.89	4,677.80	114.09
SWAN RIVER CORRECTIONAL CENTER	3	2	176.70	88.35	111.00	55.50
MONTANA YOUTH ALTERNATIVES	3	3	304.00	101.33	163.50	54.50
PINE HILLS SCHOOL	5	4	299.00	74.75	272.00	68.00
BOARD OF PARDONS	1	1	36.50	36.50	47.00	47.00
ENVIRONMENTAL QUALITY	124	111	4,555.30	41.04	9,562.00	86.14
FISH WILDLIFE & PARKS	243	228	31,723.50	139.14	36,056.00	158.14
GOVERNOR'S OFFICE	34	27	5,735.20	212.41	3,698.50	136.98
JUSTICE	96	85	7,578.00	89.15	6,671.50	78.49
LABOR & INDUSTRY	44	32	1,613.50	50.42	1,930.50	60.33
LEGISLATIVE COUNCIL	139	89	12,066.20	135.58	7,441.60	83.61
LIVESTOCK	21	16	1,118.70	69.92	1,574.70	98.42
MILITARY AFFAIRS	10	8	1,366.60	170.83	657.90	82.24
MONTANA ARTS COUNCIL	3	3	627.30	209.10	701.60	233.87
MONTANA HISTORICAL SOCIETY	13	11	1,053.90	95.81	388.00	35.27
NATURAL RESOURCES & CONSERVATION	270	218	10,936.60	50.17	20,921.30	95.97
OFFICE OF PUBLIC INSTRUCTION	60	55	4,921.30	89.48	8,095.30	147.19
PUBLIC HEALTH & HUMAN SERVICES	105	95	4,493.10	47.30	6,320.40	66.53
MONTANA DEVELOPMENTAL CENTER	331	25	1,008.00	40.32	887.20	35.49
MT. MENTAL HEALTH NURSING CARE	22	17	327.50	19.26	1,601.00	94.18
EASTMONT TRAINING CENTER	116	9	266.50	29.61	921.50	102.39
MONTANA VETERANS HOME	15	13	437.80	33.68	509.80	39.22
MONTANA STATE HOSPITAL	65	55	2,184.00	39.71	3,973.00	72.24
PUBLIC SERVICE COMMISSION	20	17	575.90	33.88	924.00	54.35
REVENUE	33	31	2,958.50	95.44	2,499.50	80.63
SCHOOL FOR THE DEAF & BLIND	45	15	88.30	5.89	44.30	2.95
SECRETARY OF STATE	10	10	879.60	87.96	899.50	89.95
STATE AUDITOR	26	20	1,092.40	54.62	1,670.00	83.50
STATE FUND	36	22	841.20	38.24	1,777.50	80.80
STATE LIBRARY	6	5	153.90	30.78	561.50	112.30
SUPREME COURT	32	8	1,108.00	138.50	671.00	83.88
TRANSPORTATION	95	79	6,911.00	87.48	8,626.50	109.20
STATE TOTALS:	2,304	1,536	124,462.40	81.03	152,188.40	99.08

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

**Leave taken for calendar year.

STATE OF MONTANA
LENGTH OF SERVICE FOR EMPLOYEES BY AGENCY
January 02, 1997

Agency	Number of Employees*	Average Length of Service	
		in State Government	in Current Position**
ADMINISTRATION	380	8.84	4.10
AGRICULTURE	86	9.85	6.08
BOARD OF PUBLIC EDUCATION	4	4.00	3.00
COMMERCE	311	7.86	4.23
COMMISSIONER OF HIGHER EDUCATION	80	4.73	3.16
COMMISSIONER OF POLITICAL PRACTICES	5	4.40	3.60
CONSUMER COUNSEL	5	13.80	12.00
CORRECTIONS	268	7.13	3.18
MONTANA STATE PRISON	483	7.72	2.59
SWAN RIVER CORRECTIONAL CENTER	25	6.60	1.84
MONTANA YOUTH ALTERNATIVES	33	5.03	0.70
PINE HILLS SCHOOL	120	7.68	0.68
BOARD OF PARDONS	5	14.40	4.80
ENVIRONMENTAL QUALITY	326	8.24	2.97
FISH WILDLIFE & PARKS	622	10.52	5.37
GOVERNOR'S OFFICE	51	9.06	4.73
JUSTICE	698	8.74	4.43
LABOR & INDUSTRY	665	9.90	4.48
LEGISLATIVE COUNCIL	144	7.47	2.26
LIVESTOCK	132	9.30	4.86
MILITARY AFFAIRS	113	8.08	4.13
MONTANA ARTS COUNCIL	4	6.50	6.50
MONTANA HISTORICAL SOCIETY	62	6.98	4.56
NATURAL RESOURCES & CONSERVATION	458	10.28	3.41
OFFICE OF PUBLIC INSTRUCTION	134	10.67	5.47
PUBLIC HEALTH & HUMAN SERVICES	1,665	8.59	3.32
MONTANA DEVELOPMENTAL CENTER	333	8.18	0.36
MT. MENTAL HEALTH NURSING CARE	148	5.52	0.61
EASTMONT TRAINING CENTER	130	5.97	0.73
MONTANA VETERANS HOME	112	7.18	1.47
MONTANA STATE HOSPITAL	498	12.48	0.86
PUBLIC SERVICE COMMISSION	34	13.82	7.74
REVENUE	615	9.52	5.36
SCHOOL FOR THE DEAF & BLIND	116	8.34	5.34
SECRETARY OF STATE	42	5.38	2.36
STATE AUDITOR	58	5.41	2.69
STATE FUND	220	5.77	2.24
STATE LIBRARY	43	6.86	4.09
SUPREME COURT	66	6.26	3.65
TRANSPORTATION	1,979	9.80	3.94
STATE TOTALS:	11,273	8.97	3.57

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

**"Average Length of Service in Current Position" is affected by the reorganization. Positions were given a new start date of July 1, 1995.

CHAPTER II

EQUAL EMPLOYMENT OPPORTUNITY AND CLASSIFICATION AND PAY PROGRAMS

In 1981, the State of Montana affirmed its commitment to fair employment practices with Executive Order 24-81. The Executive Order commits the executive branch of government to an Equal Employment Opportunity (EEO) Program. The program objective is to "eliminate discrimination in personnel salaries and procedures, job structuring and classification, hiring, firing, promoting and training." The Department of Administration is required to implement and maintain the program.

As part of the EEO Program, the Department of Administration established a statewide Affirmative Action (AA) Program. The goal is to equalize employment opportunities for those groups of people historically denied equal access—women, minorities and people with disabilities. An EEO Officer in each agency develops the agency's program and works with managers to identify and correct discriminatory practices. Table A compares EEO statistics for January 02, 1997 to the last **Employer Profile** of January 11, 1996.

TABLE A
STATE OF MONTANA
BY EEO CATEGORY AND HISTORICALLY UNDERREPRESENTED GROUPS
PERMANENT EMPLOYEES ONLY
COMPARING January 11, 1996 To January 02, 1997

EEO Category	<u>Total Number</u>		<u>Female</u>		<u>Minorities</u>		<u>Disabled</u>	
	96	97	96	97	96	97	96	97
ADMINISTRATORS & OFFICIALS	898	787	230	235	18	13	29	29
PROFESSIONALS	3,977	4,436	1,869	2,183	115	128	139	156
TECHNICIANS	2,319	2,146	1,527	1,340	82	71	60	63
PROTECTIVE SERVICES	706	703	80	77	29	27	14	16
PARA PROFESSIONAL	782	776	487	490	34	41	19	17
CLERICAL	995	963	880	837	27	29	25	24
SKILLED CRAFT	799	807	24	29	52	48	19	21
SERVICE & MAINTENANCE	400	405	147	137	14	16	9	15
STATE TOTALS:	10,876	11,023	5,244	5,328	371	373	310	341

As part of the Classification and Pay Program, the State operates the following pay plans: Statewide Classified, Teachers, Physicians, and Exempt (exempt from classification and pay plan). The number of employees by agency and pay plan is found in Table B on the next page. Pay information by pay plan is found in Tables 17, 18 and 19.

Pay ranges for grades in the Statewide Classified Plan where most employees are located, are based on pay surveys of employers within Montana and of contiguous state governments. Pay ranges for the Physician's Pay Plan are also established through analysis of the labor market. Employee pay within these pay ranges are affected by agency application of discretionary pay policies, by longevity pay increments, and by negotiated pay raises approved by the legislature.

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TABLE B
STATE OF MONTANA
NUMBER OF PERMANENT EMPLOYEES BY PAY PLAN
January 02, 1997

Agency	Number of Employees*	Number of Employees in Pay Plans**				
		State Wide 060	Blue Collar 062	Teachers 064	Physicians 067	Exempt** 000
ADMINISTRATION	374	359	11	0	0	4
AGRICULTURE	86	84	0	0	0	2
BOARD OF PUBLIC EDUCATION	4	3	0	0	0	1
COMMERCE	310	298	0	0	0	12
COMMISSIONER OF HIGHER EDUCATION	76	64	0	0	0	12
COMMISSIONER OF POLITICAL PRACTICES	5	4	0	0	0	1
CONSUMER COUNSEL	5	0	0	0	0	5
CORRECTIONS	256	254	1	0	0	1
MONTANA STATE PRISON	481	453	10	17	1	0
SWAN RIVER CORRECTIONAL CENTER	25	24	0	1	0	0
MONTANA YOUTH ALTERNATIVES	33	31	0	2	0	0
PINE HILLS SCHOOL	120	105	0	12	0	3
BOARD OF PARDONS	5	5	0	0	0	0
ENVIRONMENTAL QUALITY	324	321	0	0	0	3
FISH WILDLIFE & PARKS	539	538	0	0	0	1
GOVERNOR'S OFFICE	51	32	0	0	0	19
JUSTICE	690	672	0	0	1	17
LABOR & INDUSTRY	636	628	0	0	0	8
LEGISLATIVE COUNCIL	134	0	0	0	0	134
LIVESTOCK	132	132	0	0	0	0
MILITARY AFFAIRS	97	96	0	0	0	1
MONTANA ARTS COUNCIL	4	4	0	0	0	0
MONTANA HISTORICAL SOCIETY	59	58	1	0	0	0
NATURAL RESOURCES & CONSERVATION	454	441	10	0	0	3
OFFICE OF PUBLIC INSTRUCTION	131	120	0	0	0	11
PUBLIC HEALTH & HUMAN SERVICES	1,664	1,645	5	0	0	14
MONTANA DEVELOPMENTAL CENTER	333	328	5	0	0	0
MT. MENTAL HEALTH NURSING CARE	148	148	0	0	0	0
EASTMONT TRAINING CENTER	130	130	0	0	0	0
MONTANA VETERANS HOME	112	112	0	0	0	0
MONTANA STATE HOSPITAL	498	458	28	4	8	0
PUBLIC SERVICE COMMISSION	34	25	0	0	0	9
REVENUE	613	604	8	0	0	1
SCHOOL FOR THE DEAF & BLIND	116	42	0	0	0	74
SECRETARY OF STATE	42	32	0	0	0	10
STATE AUDITOR	58	44	0	0	0	14
STATE FUND	217	0	0	0	0	217
STATE LIBRARY	39	39	0	0	0	0
SUPREME COURT	66	0	0	0	0	66
TRANSPORTATION	1,922	1,198	723	0	0	1
STATE TOTALS	11,023	9,531	802	36	10	644

* Includes data from all state employees except University Systems employees, Vo-Techs employees, State Elected Officials and Legislators

** MCA 2-18(1-3) provides for the various classification and pay plans for State employees.

***Contains employees who are exempt from any classification and pay plan.

STATE OF MONTANA
EMPLOYEES BY EEO CATEGORY
January 02, 1997

EEO Category	Employees*	Permanent**	Temporary***
ADMINISTRATORS & OFFICIALS	792	787	5
PROFESSIONALS	4,502	4,436	66
TECHNICIANS	2,189	2,146	43
PROTECTIVE SERVICES	721	703	18
PARA PROFESSIONAL	797	776	21
CLERICAL	1,006	963	43
SKILLED CRAFT	818	807	11
SERVICE & MAINTENANCE	448	405	43
STATE TOTALS:	11,273	11,023	250

REPORT: EEO-008

HISTORICALLY UNDERREPRESENTED GROUPS
FOR PERMANENT EMPLOYEES ONLY
January 02, 1997

EEO Category	Employees			
	Total	Female	Minorities	Disabled
ADMINISTRATORS & OFFICIALS	787	235	13	29
PROFESSIONALS	4,436	2,183	128	156
TECHNICIANS	2,146	1,340	71	63
PROTECTIVE SERVICES	703	77	27	16
PARA PROFESSIONAL	776	490	41	17
CLERICAL	963	837	29	24
SKILLED CRAFT	807	29	48	21
SERVICE & MAINTENANCE	405	137	16	15
STATE TOTALS:	11,023	5,328	373	341

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
STATEWIDE SUMMARY ON AGE
January 02, 1997

EMPLOYEE AGE BREAKDOWN

Age Group	Number of Employees*	Percent
19 & UNDER	28	0.24
20 - 24	252	2.23
25 - 29	792	7.02
30 - 34	1,226	10.87
35 - 39	1,772	15.72
40 - 44	2,254	19.99
45 - 49	2,256	20.01
50 - 54	1,409	12.50
55 - 59	847	7.52
60 - 64	329	2.91
65 - 69	60	0.53
70 - 74	14	0.12
75 - 79	2	0.01
80 & OVER	2	0.01
AGE NOT INPUT	30	0.26
STATE TOTALS:	11,273	100.00

REPORT: EEO-011

AVERAGE AGE OF EMPLOYEES BY EEO CATEGORY

EEO Category	Employees* Average Age	Permanent** Average Age	Temporary*** Average Age	Male* Average Age	Female* Average Age
ADMINISTRATORS & OFFICIALS	47	47	54	47	46
PROFESSIONALS	42	42	39	43	41
TECHNICIANS	42	42	36	41	42
PROTECTIVE SERVICES	38	39	11	38	39
PARA PROFESSIONAL	40	40	39	41	40
CLERICAL	42	43	37	40	43
SKILLED CRAFT	44	44	38	44	43
SERVICE & MAINTENANCE	43	44	27	42	44
STATE TOTALS	42	42	34	43	42

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

***Includes Temporary, Seasonal, and Intermittent Positions.

STATE OF MONTANA
AVERAGE ANNUAL PAY OF MALE/FEMALE
EMPLOYEES BY EEO CATEGORY
January 02, 1997

STATEWIDE PAY PLAN 060

EEO Category	Total		Male		Female	
	Employees*	Average Pay	Employees*	Average Pay	Employees*	Average Pay
ADMINISTRATORS & OFFICIALS	681	42,477.54	478	43,492.89	203	40,086.72
PROFESSIONALS	4,158	30,384.66	2,132	31,916.63	2,026	28,772.53
TECHNICIANS	2,114	22,630.75	806	24,730.17	1,308	21,337.08
PROTECTIVE SERVICES	706	24,960.00	629	25,183.58	77	23,133.65
PARA PROFESSIONAL	736	18,580.45	289	19,337.59	447	18,090.85
CLERICAL	883	17,062.64	113	16,298.00	770	17,174.85
SKILLED CRAFT	87	25,951.71	74	26,211.09	13	24,475.20
SERVICE & MAINTENANCE	376	19,133.95	238	20,957.75	138	15,988.57
STATE TOTALS:	9,741	26,580.79	4,759	29,200.81	4,982	24,078.04

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
STATEWIDE PAY PLAN 060
PERMANENT EMPLOYEES ONLY
January 02, 1997

STATEWIDE PAY PLAN 060

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
01	1	9,880.00	0	0.00	1	9,880.00
03	2	10,316.80	0	0.00	2	10,316.80
05	43	12,834.57	13	12,790.40	30	12,853.71
06	120	14,586.87	41	14,968.39	79	14,388.86
07	385	16,054.25	102	16,085.54	283	16,042.97
08	1,085	17,393.52	233	17,430.04	852	17,383.53
09	716	19,318.49	198	19,069.40	518	19,413.71
10	710	20,766.10	260	20,311.36	450	21,028.85
11	787	23,172.81	382	23,069.21	405	23,270.48
12	672	25,136.34	291	24,995.17	381	25,244.10
13	1,261	26,811.25	608	26,753.45	653	26,865.06
14	1,415	29,645.72	902	30,019.66	513	28,988.23
15	923	32,666.39	585	33,010.70	338	32,070.46
16	662	36,544.34	452	36,853.50	210	35,878.91
17	371	40,396.46	280	40,865.09	91	38,954.51
18	170	43,909.66	132	44,337.41	38	42,423.79
19	120	48,453.95	88	49,245.42	32	46,278.05
20	35	52,383.91	25	53,416.06	10	49,803.52
21	32	58,450.60	25	59,512.96	7	54,656.46
22	19	61,107.12	11	61,929.16	8	59,976.80
23	3	67,766.40	3	67,766.40	0	0.00
TOTALS:	9,532	26,702.24	4,631	29,426.39	4,901	24,128.17

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
January 02, 1997

CLASSIFICATION EXEMPT PAY PLAN 000

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
00	644	33,033.15	254	40,173.97	390	28,382.45
TOTALS:	644	33,033.15	254	40,173.97	390	28,382.45

BLUE COLLAR PAY PLAN 062

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
05	4	24,294.40	4	24,294.40	0	0.00
06	25	24,137.98	21	24,170.59	4	23,966.80
07	315	25,053.04	298	25,060.58	17	24,922.07
08	64	26,773.18	63	26,800.63	1	25,064.00
09	143	27,687.56	142	27,697.25	1	26,312.00
10	109	28,369.48	109	28,369.48	0	0.00
11	113	29,913.90	112	29,913.37	1	29,993.60
12	28	30,841.20	28	30,841.20	0	0.00
13	1	30,638.40	1	30,638.40	0	0.00
TOTALS:	802	26,972.41	778	27,032.17	24	25,038.00

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
January 02, 1997

TEACHERS PAY PLAN 063

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
00	1	17,326.40	1	17,326.40	0	0.00
01	12	28,998.67	8	31,062.20	4	24,871.60
02	6	34,198.67	5	34,199.36	1	34,195.20
03	5	31,403.84	5	31,403.84	0	0.00
04	8	35,058.40	3	36,705.07	5	34,070.40
05	1	37,377.60	1	37,377.60	0	0.00
06	3	38,050.13	2	37,252.80	1	39,644.80
TOTALS:	36	32,208.80	25	32,633.54	11	31,243.49

PHYSICIANS PAY PLAN 067

Grade	Total		Male		Female	
	Employees	Average Pay	Employees	Average Pay	Employees	Average Pay
31	2	106,828.80	2	106,828.80	0	0.00
32	7	113,894.86	4	115,232.00	3	112,105.07
33	1	114,233.60	1	114,233.60	0	0.00
TOTALS:	10	112,515.52	7	112,688.46	3	112,105.07

STATE OF MONTANA
APPLICATION RATES
BY EEO CATEGORY AND
SEX, RACE, AND DISABILITY STATUS
January 02, 1997

EEO Category	Labor Force	Applicants By Sex, Race, and Disability Status					
	Female*	Male	Female	White	Minorities	Non-Disabled	Disabled
ADMINISTRATORS & OFFICIALS							
Number of Applicants		362	155	488	8	490	27
Application Rate	43.0%	70.0%	29.9%	94.3%	1.5%	94.7%	5.2%
PROFESSIONALS							
Number of Applicants		3,502	2,544	5,585	279	5,659	387
Application Rate	54.5%	57.9%	42.0%	92.3%	4.6%	93.6%	6.4%
TECHNICIANS							
Number of Applicants		1,079	2,005	2,811	152	2,957	127
Application Rate	51.4%	34.9%	65.0%	91.1%	4.9%	95.8%	4.1%
PROTECTIVE SERVICES							
Number of Applicants		473	60	494	29	519	14
Application Rate	14.4%	88.7%	11.2%	92.6%	5.4%	97.3%	2.6%
PARA PROFESSIONAL							
Number of Applicants		338	601	889	45	911	28
Application Rate	0.0%**	36.0%	64.0%	94.6%	4.7%	97.0%	2.9%
CLERICAL							
Number of Applicants		484	2,182	2,392	186	2,558	108
Application Rate	82.3%	18.1%	81.8%	89.7%	6.9%	95.9%	4.0%
SKILLED CRAFT							
Number of Applicants		15	0	15	0	15	0
Application Rate	6.8%	**.*%	0.0%	**.*%	0.0%	**.*%	0.0%
SERVICE & MAINTENANCE							
Number of Applicants		95	23	109	6	109	9
Application Rate	45.1%***	80.5%	19.4%	92.3%	5.0%	92.3%	7.6%
ALL CATEGORIES							
Number of Applicants		6,348	7,570	12,783	705	13,218	700
Application Rate	99.9%	45.6%	54.3%	91.8%	5.0%	94.9%	5.0%

* Montana labor force figures are based on 1990 Census of Population and Housing, Equal Employment Opportunity File, and represent the percentage of women in each EEO category.

** Montana labor forces figures for the Para Professional Category are not available separately. Occupations in this category are in Professionals and Technicians Categories.

*** Montana labor force figures for Service and Maintenance Category comes from Service, Except Protective and Household, Operators, Fabricators, and Laborers occupations.

STATE OF MONTANA
SELECTION RATES
BY EEO CATEGORY AND
SEX, RACE, AND DISABILITY STATUS
January 02, 1997

EEO Category	Applicants By Sex, Race and Disability Status					
	Male	Female	White	Minorities	Non-Disabled	Disabled
ADMINISTRATORS & OFFICIALS						
Number of Applicants	362	155	488	8	490	27
Number Hired	27	15	41	0	40	2
Selection Rate	7.4%	9.6%	8.4%	0.0%	8.1%	7.4%
PROFESSIONALS						
Number of Applicants	3,502	2,544	5,585	279	5,659	387
Number Hired	179	204	363	10	371	12
Selection Rate	5.1%	8.0%	6.5%	3.5%	6.5%	3.1%
TECHNICIANS						
Number of Applicants	1,079	2,005	2,811	152	2,957	127
Number Hired	59	195	236	9	248	6
Selection Rate	5.4%	9.7%	8.4%	5.9%	8.3%	4.7%
PROTECTIVE SERVICES						
Number of Applicants	473	60	494	29	519	14
Number Hired	28	0	28	0	28	0
Selection Rate	5.9%	0.0%	5.6%	0.0%	5.4%	0.0%
PARA PROFESSIONAL						
Number of Applicants	338	601	889	45	911	28
Number Hired	65	114	167	12	174	5
Selection Rate	19.2%	18.9%	18.7%	26.6%	19.1%	17.8%
CLERICAL						
Number of Applicants	484	2,182	2,392	186	2,558	108
Number Hired	31	168	178	12	194	5
Selection Rate	6.4%	7.7%	7.4%	6.4%	7.5%	4.6%
SKILLED CRAFT						
Number of Applicants	15	0	15	0	15	0
Number Hired	5	0	5	0	5	0
Selection Rate	33.3%	**.*%	33.3%	**.*%	33.3%	**.*%
SERVICE & MAINTENANCE						
Number of Applicants	95	23	109	6	109	9
Number Hired	8	10	16	0	18	0
Selection Rate	8.4%	43.4%	14.6%	0.0%	16.5%	0.0%
ALL CATEGORIES						
Number of Applicants	6,348	7,570	12,783	705	13,218	700
Number Hired	402	706	1,034	43	1,078	30
Selection Rate	6.3%	9.3%	8.0%	6.1%	8.1%	4.2%

STATE OF MONTANA
NEW HIRES/PROMOTIONS/TERMINATIONS*
BY EEO CATEGORY AND
HISTORICALLY UNDERREPRESENTED GROUPS**
January 02, 1997

EEO Category	CURRENT WORKFORCE***				NEW TO DEPARTMENT				PROMOTED NEW GRADE			
	Total	Fem	Min	Dis	Total	Fem	Min	Dis	Total	Fem	Min	Dis
ADMINISTRATORS & OFFICIALS	792	237	14	30	48	19	0	2	35	10	1	3
PROFESSIONALS	4,502	2,211	129	157	459	223	18	21	245	125	3	6
TECHNICIANS	2,189	1,357	71	63	1,508	404	34	21	278	124	13	2
PROTECTIVE SERVICES	721	77	27	17	487	50	6	4	32	7	3	4
PARA PROFESSIONAL	797	503	44	17	250	169	11	5	43	28	0	0
CLERICAL	1,006	861	30	25	472	340	30	18	57	51	1	0
SKILLED CRAFT	818	30	48	21	193	21	10	5	27	3	3	0
SERVICE & MAINTENANCE	448	144	16	15	249	101	14	10	39	7	3	0
TOTAL	11,273	5420	379	345	3,666	1,327	123	86	756	355	27	15

TERMINATIONS

EEO Category	ALL TERMINATIONS				LEFT STATE GOVERNMENT			
	Total	Fem	Min	Dis	Total	Fem	Min	Dis
ADMINISTRATORS & OFFICIALS	19	6	0	2	9	5	0	0
PROFESSIONALS	149	79	7	9	67	41	2	5
TECHNICIANS	479	191	26	10	335	107	19	5
PROTECTIVE SERVICES	463	44	7	4	426	43	6	2
PARA PROFESSIONAL	145	99	9	1	56	35	4	1
CLERICAL	284	195	16	13	146	102	8	9
SKILLED CRAFT	41	14	6	1	25	11	3	1
SERVICE & MAINTENANCE	130	58	11	5	93	41	8	2
TOTAL	1,710	686	82	45	1,157	385	50	25

* Based on calendar year.

** Historically Underrepresented Groups are females, minorities and people with disabilities.

*** Includes data from all state employees except University system employees, Vo-Tech employees, State Elected Officials, and Legislators.



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